



STATE OF MICHIGAN

STATE 9-1-1 COMMITTEE
LANSING

RICK SNYDER
GOVERNOR

SHERIFF DALE GRIBLER
CHAIR

January 17, 2014

Dear County Coordinator:

The following communication has been sent to your County Clerk.

Under MCL 484.1714(1)(g) the State 911 Committee is required to provide notice to communication providers of the 911 surcharges in Michigan. This includes the counties' 911 operational surcharges and the state 911 fee.

If a county commission determines that it is necessary for the county to enact a local surcharge that is more than \$0.42 per month **and** in excess of the monthly amount that was approved for the county by the Michigan Public Service Commission under U-15489, the voters of the county must approve the increased surcharge. In order for an increase to be effective beginning July 1, 2014, the county must hold a vote no later than the first Tuesday in May 2014. The first Tuesday in May 2014 is the last election date in 2014 in order to meet the statutory notice deadline for the change date of July 1, 2014. If the May 2014 date is missed, the next surcharge effective change date is July 2015. Please refer to your county's legal counsel for details on the dates for proper county commission action to place a question on a May 2014 ballot.

In order to make the proper notice to the communications providers about the counties' 911 surcharges, please follow one of the four options below:

1. If the county is **not** going to collect a local 911 operational surcharge between July 1, 2014, and June 30, 2015, please provide a letter to the State 911 Office **no later than 5 p.m., Thursday, May 15, 2014**, stating that the county will **not** be collecting the local 911 surcharge. Please use Template A for this option.
2. If the county **is going to continue collection** of its local 911 surcharge with **no change** in its current amount between July 1, 2014, and June 30, 2015, please provide a letter to the State 911 Office **no later than 5 p.m., Thursday, May 15, 2014**, stating that the county is going to continue collection of the local 911 surcharge with no change in its present amount. Please include a completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc) with the county's letter. (Please use Template B for this option).
3. If the county is going to **change** its local 911 surcharge (whether increase or decrease) under either process set forth in MCL 484.1401b (1) (a) & (b), please do **one of the following** as appropriate:
 - a) If the county is going to change its surcharge by **county board of commissioners resolution** to collect **\$0.42 or less per month**, a notarized or certified copy of the county commissioner's resolution setting the local monthly 911 surcharge and a completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc) must be provided.

ASSOCIATION OF PUBLIC SAFETY COMMUNICATIONS OFFICIALS • COMMERCIAL MOBILE RADIO SERVICE • DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS • DEPARTMENT OF STATE POLICE • DEPUTY SHERIFF'S ASSOCIATION • FRATERNAL ORDER OF POLICE • MICHIGAN ASSOCIATION OF AMBULANCE SERVICES • MICHIGAN ASSOCIATION OF CHIEFS OF POLICE • MICHIGAN ASSOCIATION OF COUNTIES • MICHIGAN COMMUNICATIONS DIRECTORS ASSOCIATION • MICHIGAN ASSOCIATION OF FIRE CHIEFS • MICHIGAN PROFESSIONAL FIREFIGHTERS UNION • MICHIGAN PUBLIC SERVICE COMMISSION • MICHIGAN SHERIFF'S ASSOCIATION • MICHIGAN STATE POLICE TROOPERS ASSOCIATION • NATIONAL EMERGENCY NUMBER ASSOCIATION • TELECOMMUNICATIONS ASSOCIATION OF MICHIGAN • UPPER PENINSULA EMERGENCY MEDICAL SERVICES • MEMBERS OF THE GENERAL PUBLIC APPOINTED BY THE GOVERNOR, SPEAKER OF THE HOUSE, AND MAJORITY LEADER OF THE SENATE

Both documents, the resolution and the completed SNC-500, must be received by the State 911 Office **no later than 5 p.m., Thursday, May 15, 2014.**

b) If the county is going to change its surcharge pursuant to **voter approval** to collect **\$0.42 or more per month**, please provide:

1. A copy of the clerk's certified ballot determination.
2. A notarized or certified copy of the county commissioner's resolution setting the local monthly 911 surcharge.
3. A letter from the county confirming the 911 surcharge. (Please use Template C for this option.)
4. A completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc).

All four documents must be provided and received by the State 911 Office **no later than 5 p.m., Thursday, May 15, 2014.**

4. If the county 911 surcharge is changing pursuant to a settlement with the MPSC under U-15489 that occurred after July 1, 2013, please provide the following:

1. A copy of the resolution from the county board of commissioners accepting the settlement.
2. A notarized or certified copy of the resolution by the county board of commissioners establishing the new amount of the county 911 surcharge.
3. A letter from the county confirming the monthly county 911 surcharge. (Please use Template D for this option.)
4. A completed Form SNC-500 (attached and available on-line at www.michigan.gov/snc).

All four documents must be provided and received by the State 911 Office **no later than 5 p.m., Thursday, May 15, 2014.**

All documents are to be returned by:

E-mail to: hansels@michigan.gov

or

U.S. Mail to:

Michigan State Police
State 911 Administrative Section
P. O. Box 30634
Lansing, Michigan 48909-0634
Attention: Ms. Stacie Hansel

Under MCL 484.1401b (7), the above information is due to the State 911 Committee no later than 5 p.m., Thursday, May 15, 2014; however, if it is possible for the county to do so, earlier responses will be accepted and are encouraged. Failure to meet the May 15 deadline may result in the inability of the State 911 Office to notify the communications providers prior to the annual deadline and can adversely affect the collection of your county's local 911 surcharge.

If you have any questions, please do not hesitate to contact me by e-mail at miller-brownh@michigan.gov.

Sincerely,



Ms. Harriet Miller-Brown
State 911 Administrator
Enclosures (4)

Template A

[County Letterhead]

[Date]

Please be advised that [County name] is not collecting a local 911 surcharge from July 1, 2014, through June 30, 2015.

[County 911 Coordinator or County Clerk name/signature]

Template B

[County Letterhead]

[Date]

Please be advised that [County name] will continue collection of its local 911 surcharge of [amount] with no change in the amount from July 1, 2014, through June 30, 2015.

[County 911 Coordinator or County Clerk name/signature]

Template C

[County Letterhead]

[Date]

Please be advised that it is [County name]'s intention to change the local 911 surcharge by commission resolution to [new amount]. I have included a notarized or certified copy of the County Commissioner's resolution setting the local monthly 911 surcharge. This local surcharge will be collected from July 1, 2014, through June 30, 2015.

OR

Please be advised that it is [County name]'s intention to change the local 911 surcharge as allowed by voter approval to [new amount]. I have included a copy of the Clerk's certified ballot determination and a notarized or certified copy of the County Commissioner's resolution setting the local 911 surcharge. This local surcharge will be collected from July 1, 2014, through June 30, 2015.

[County 911 Coordinator or County Clerk name/signature]

Template D

[County Letterhead]

[Date]

Please be advised that it [County name]'s intention to change the local 911 surcharge to [new amount] pursuant to its settlement with the MPSC under U-15489 and county commission resolution. I have included a notarized or certified copy of the County Commissioner's resolution setting the local monthly 911 surcharge in accordance with U-15489. This local surcharge will be collected from July 1, 2014, through June 30, 2015.

[County 911 Coordinator or County Clerk name/signature]